

Create a user account



Department of Workforce Services

Jobs.utah.gov/ui/employer

Unemployment Insurance and New Hire Reporting

Home Tax Payments New Hire Claims Registration Correspondence Admin Info

Live Chat

Tax Reporting

Current Filing Qtr: 2013 Q3
Due: **October 31, 2013**

Other Options

- View or amend past reports
- View all tax reporting options

File Tax Report

New Hire Reporting

File a New Hire Report Now

Other Options

- View past new hire reports
- View all new hire options

File New Hire Report

Notice of Claim Filing

File a Form 606 Now

Other Options

- View history of EDC responses
- View all notice of claim filing options

Account Admin

Most Popular Admin Options

- View account profile
- Display benefit costs
- Rate notice (Form 45)

Correspondence

View Correspondence Now

Payments

Make a Payment Now

Other Options

- View or amend past payments
- Make a payment
- View all payment options

Live Chat

Hello. Click here to sign in.

Sign In

Email Address:

Password: [Forgot Password?](#)

Are you a first time user? [Click here to signup now.](#)

Sign In

User Registration

Please fill out all of the fields below to create your user account.

* First Name:

* Last Name:

* Email Address:

* Confirm Email:

Please Note: Passwords are case sensitive, must be at least 8 characters, have upper and lower case letters, have at least one number, and have at least one symbol.

* Password:

* Confirm Password:

* Title:

* Phone Number:

Submit

We will send you a confirmation email. Please follow the instructions in that email to complete your account registration

Advantages to Electronic Filing:

- Save time and expense of mailing in the form
- Use the PIN only once to gain access to your account. Future access is through use of your e-mail and password
- E-mail sent to alert you of upcoming report due date

Add an existing business to my user account

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Tax Reporting

Current Filing Qtr: 2014 Q1
Due: April 30, 2014

UI Tax Rate

| Year | Tax Rate |
|------|----------|
| 2014 | 0.07% |

Other Options

- View or amend past reports
- View tax forms
- View all tax reporting options

File Tax Report

Payments

Make a Payment Now

Other Options

- View/edit pending EFT payments
- View all payment options

New Hire Reporting

File a New Hire Report Now

Other Options

- View past new hire reports
- View all new hire options

File New Hire Report

Notice of Claim Filing

File a Form 606 Now

Other Options

- View history of 606 responses
- View all notice of claim filing options

Account Admin

UI Account Number: C 9-...-0
Account Status: Inactive

CONTR EMPLOYER ACCTS

303 S 200 WE
SALT LAKE CITY, UT 84120

Most Popular Admin Options

- View account profile
- Display benefit costs
- Rate notice (Form 45)
- Update address information
- File an appeal
- Information for appeals
- Print IRS form 940C
- Close / Reopen account

Business Registration

Create a New UI Account For a Business

Other Options

- Add an existing business to my user account
- View all business registration options

Sign Up Now!

If you would like more information about signing up to receive your correspondence through this website, please click here.

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Live Chat

Add An Existing Business To My User Account

Advanced access requires a Utah Employer ID and the PIN. If the employer does not have a Utah Employer ID, you can register the employer here.

If you are a tax preparer, and you have a TP Code or a Filing Code, you can click here to enter it now.

You can obtain a PIN by submitting a Tax Preparer Code Request Form (PNC). Download PDF version of PNC here.

* PIN requests are processed daily.

Advanced Access

Advanced access enables you to:

- File Tax Reports
- View / Amend Tax Reports
- View Account Profile
- Make a Payment on an Account
- View UI Benefit Costs
- Print an IRS 940C Form
- File New Hire Reports
- View Past New Hire Reports
- Update Account Addresses
- Update Account Contacts
- Request FERN Change
- Close / Reopen Account
- File an Appeal
- View Electronic Correspondence

* Utah Employer ID:

* PIN:

Submit Advanced Access

On-line tax filing

Advantages to Electronic Filing:

- Enter employee SSN and name only once. They are saved for future reporting and you only need to enter wages
- Running total kept of individual wages, accurate calculation of excess (taxable wages)
- Accurate computation of contribution, interest or filing penalty

Unemployment Insurance and New Hire Reporting

Hello, John Smith

Home Tax Payments New Hire Claims Registration Correspondence Admin Info Live Chat

Tax Reporting

Current Filing Qtr: 2013 Q4
Due: January 31, 2014

UI Tax Rate

Year: 2014 Tax Rate: 0.074

Other Options

- View or amend past reports
- View tax forms
- View all tax reporting options

File Tax Report

- Manually Enter Wages
- Upload a Wage File
- Amend a Past Report

Payments

Make a Payment Now

Other Options

- View/edit pending EFT payments
- View all payment options

New Hire Reporting

File a New Hire Report Now

Other Options

- View past new hire reports
- View all new hire options

File New Hire Report

Notice of Claim Filing

File a Form 606 Now

Other Options

- View history of 606 responses
- View all notice of claim filing options

Account Admin

UI Account Number: C 9-000001-0
Account Status: Inactive

CONTR EMPLOYER ACCTS

303 S 200 WE
SALT LAKE CITY, UT 84120

[View or edit addresses](#)

Most Popular Admin Options

- View account profile
- Display benefit costs
- Rate notice (Form 45)
- Update address information
- File an appeal
- Information for appeals
- Print IRS form 940C
- Close or reopen an account

Other Options

- View all account admin options

Correspondence

View Correspondence Now

Sign Up Now!

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Other Options

- View all correspondence options

Business Registration

Create a New UI Account For a Business

Other Options

- Add an existing business to my user account
- View all business registration options

File Tax Report

- Manually Enter Wages
- Upload a Wage File
- Amend a Past Report

Unemployment Insurance and New Hire Reporting

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Step 1 Start Step 2 Select Step 3 Payment Step 4 Confirm Step 5 Results

Tax Worksheet For: COMPANY (C): Period: 2013 Q2

| Modify Employee | Soc. Security Number | Employee Name | 2013 Wages | 2013 Wages | Excess Wages |
|-----------------|----------------------|---------------|----------------|----------------|----------------|
| | | | Jan 1 - Mar 31 | Apr 1 - Jun 30 | Apr 1 - Jun 30 |
| 1 edit del | *****9279 | | \$0.00 | \$0.00 | \$0.00 |
| 2 edit del | *****2554 | | \$4392 | \$0.00 | \$0.00 |
| 3 edit del | *****3402 | | \$7923 | \$0.00 | \$0.00 |
| 4 edit del | *****5102 | | \$15332 | \$0.00 | \$0.00 |
| 5 edit del | *****9326 | | \$7587 | \$0.00 | \$0.00 |
| 6 edit del | *****9998 | | \$2553 | \$0.00 | \$0.00 |
| 7 edit del | *****7949 | | \$29882 | \$0.00 | \$0.00 |

Contribution Report

| | 1st Month | 2nd Month | 3rd Month |
|---------------------------------|-----------|-----------|-----------|
| * Number of Employees | 0.00 | 0.00 | 0.00 |
| Total Wages Paid During Quarter | \$0.00 | \$0.00 | \$0.00 |
| Wages in Excess of \$30,300.00 | \$0.00 | \$0.00 | \$0.00 |
| Wages Subject to Contribution | \$0.00 | \$0.00 | \$0.00 |
| Contribution Rate | 0.016 | 0.016 | 0.016 |
| Due | \$0.00 | \$0.00 | \$0.00 |

Continue

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Step 1 Start Step 2 Payment Step 3 Confirm Step 4 Results

Upload Your Wage File

Please select the wage file you would like to upload by clicking the Browse button, and then click Continue.

Do you have questions about your wage file?

- To view the file formats we accept, [click here](#).
- To upload a test file, [click here](#).
- Having problems uploading an Excel file? [Click here for some tips](#).

File To Upload: No file chosen

Continue

- Correct tax rate is already entered, no more miscalculation
- Online filing can be accomplished by manually inputting data or by uploading a file.
- Payment can be made online by using a bank account after completing quarterly filing. The payment options are displayed as part of the filing process.